



Isolation and blind list for Routine Maintenance

IIF Q2 2011 Proactive Event
Richmond Refinery

week of April 25, 2011



Isolation/ blind list for Routine Maintenance

During a Routine Maintenance job, the field verification is a critical piece in safely completing all work.

In a short window of time, work is planned and executed to minimize impacts on the function of the refinery. Taking equipment out of and returning it to service safely.

Here's the sequence of events – 1. the operator completes an isolation/ blind list then isolates the equipment, 2. the Head Operator / or fully qualified Area Operator field verifies for proper isolation before releasing the equipment to Maintenance.

Once the equipment is isolated the Head Operator or fully Qualified Area Operator is responsible for field verification. This greater level of responsibility is given to the Head Operator or fully Qualified Area Operator because he/ she is the senior person in the area, has the most knowledge of the hazards and risks, and is responsible for the plants and the people in them.



Isolation/ Blind list for Routine Maintenance

The arrows below indicate where Field verification and critical signatures are required.

ISOLATION/BLIND LIST FOR ROUTINE MAINTENANCE

APPENDIX A

Click here to obtain the electronic copy of the Isolation List

1. Enter on _____ number on each line.

Prepared By: _____

2. Enter date for each section of the blind tags. (E – A)

Field Verified By: _____

3. Enter date and initials in section C and A.

Qualified HO / Fully Qualified Area Operator Releasing Equipment

MSDS#: _____

Product Name: _____

4A. Is 480v disconnect needed? YES NO

4B. Is 480v disconnect complete? YES NO

Equipment No.:	Business Unit:	Plant:	* Radiation Source Isolated YES NO NA	Date:					
BLIND TAG SECTION									
Tag Number	Date	Date	Blind In Date / Initial	Blind Out Date / Initial	Location Description	Type of Isolation	Service	Fresh Air	
	E	D	C	B				A	Y
								N	

REVISED: 2/10 (Replaces 5/07) *RI-9020-Radioactive Materials 9900-A-1

3.2.1 Complete Isolation Blind List

3.2.1 Complete Isolation Blind List

The Operator completes an Isolation/Blind List that details isolation points and verification points corresponding to equipment being taken out of service. The list includes blinds, block valves, bleeders, vents, instrumentation, radiation sources, and electrical circuits, and ensures complete isolation and depressurization.

Blinds must be listed (one entry per line) on Isolation/Blind List with blind tag number in column number one. Each blind tag section (E-A) is entered on blind tag section of Isolation/Blind List and tracked on this line.

See Appendix A – [Isolation/Blind List For Routine Maintenance](#).

Isolation/Blind Lists must be:

- Prepared **and signed** by Operations
- ***Field verified and signed by Qualified HO/Fully qualified area Operator releasing equipment**
- Original kept with lockbox (tube)
- Copies kept in control room



Discussion Topic

1. Why do we field verify before releasing to Maintenance?
2. Can you describe a scenario where the second set of eyes caught something that was missed?
3. Why is it important for the area Operator releasing the equipment to verify the isolation/ blind list?
4. Why is it important to review the MSDS?

Non-Operations and Non-Maintenance

How does this effect you if you are not an Operations or Maintenance worker?